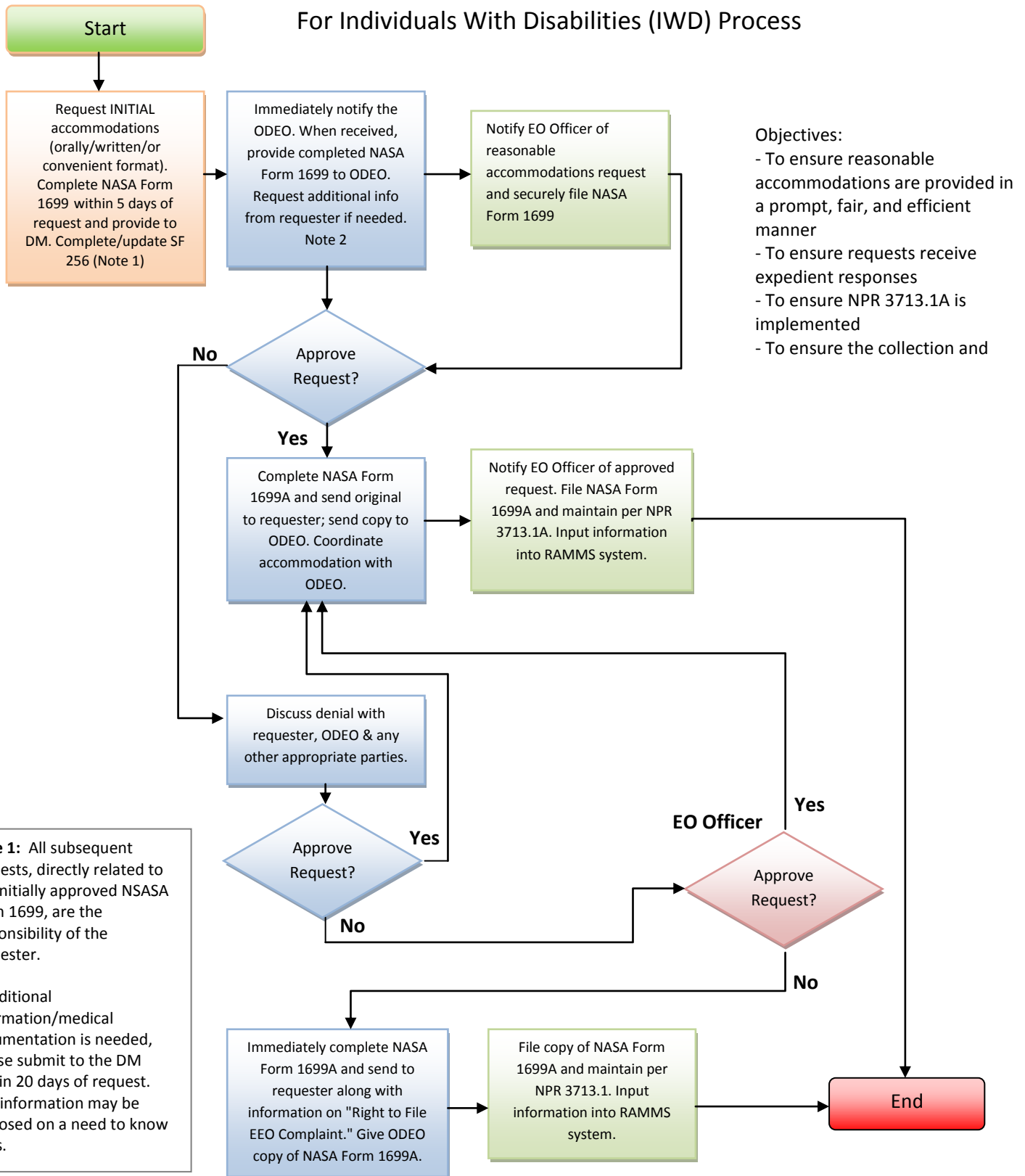


Reasonable Accommodations For Individuals With Disabilities (IWD) Process



- Objectives:**
- To ensure reasonable accommodations are provided in a prompt, fair, and efficient manner
 - To ensure requests receive expedient responses
 - To ensure NPR 3713.1A is implemented
 - To ensure the collection and

Note 1: All subsequent requests, directly related to the initially approved NSASA Form 1699, are the responsibility of the requester.

If additional information/medical documentation is needed, please submit to the DM within 20 days of request. This information may be disclosed on a need to know basis.

Approval:

Original Signature on File
Office of Diversity & Equal Opportunity

Note 2: If requester is:

- Employee: DM is Immediate Supervisor
- Applicant: DM is Human Resources Specialist (HRS) who is processing the vacancy. HRS to fill out NASA Form 1699 for initial requests.
- Other: Family member, health professional, or other representative may request accommodations on behalf of employee/applicant. Use appropriate selection above.